proponent agency contractor personnel with reasonable access to equipment and data relevant to the SDC project.

2–29. Combat developers (CBTDEVs)

Combat developers as identified in AR 700–127 will—

a. Include management and performance of the materiel maintenance function in the development of concept, doctrine, materiel requirements, organizations, and management information systems.

b. Determine the maintenance impact of new materiel or concepts.

c. Assist in planning for logistics demonstrations and maintenance tests and conduct analysis of results.

d. Resolve critical issues related to reliability, availability, maintainability, and supportability.

e. Determine requirements for, and develop, the documentation for training devices.

f. Develop techniques and determine skill requirements for BDAR.

g. Coordinate with materiel developers in including materiel maintenance considerations in requirements documents.

2–30. Materiel developers (MATDEVs)

Materiel developers as identified in AR 700–127 will—

a. Coordinate with combat developers the materiel maintenance considerations to be included in requirements documents.

b. Ensure that the materiel fielding plan meets the requirements of the Army maintenance system.

c. Ensure that reliability, availability, and maintainability is included in design parameters and demonstrated during operational testing.

d. Ensure that reliability centered maintenance (RCM) is a basic precept in developing the maintenance concept.

e. Ensure that trained personnel, TMDE, facilities, support equipment, repair parts, and publications are available when the system is delivered to the user.

f. Participate in planning and conducting logistics demonstrations and operational maintenance testing.

g. Establish and monitor modification work order (MWO) programs.

h. Develop BDAR techniques, procedures, and related tool and materiel requirements. The developers will also ensure BDAR concepts are incorporated into new materiel development.

i. Develop factors for determining ORF requirements. These factors will be submitted to HQDA (DALO–SMM) for approval.

j. Include requirements for compliance with Federal environmental quality standards for mobile equipment, beginning with the concept formulation process (AR 200–1).

k. Emphasize prognostics and diagnostics in the design, development, and improvement of equipment.

l. Ensure that data collected from all levels of maintenance is analyzed and used for prognostic purposes.

m. Ensure that equipment is designed with the need for a minimum number of common and special tools.

n. Support the SDC program as required in para 4–38.

Chapter 3
Maintenance Policies and Structure

Section I
General Policies

3–1. General maintenance policies

a. The Army has one maintenance standard. The maintenance standard is based on TM 10 and 20–series, PMCS. This standard applies to all equipment except equipment utilized as training aids and frequently disassembled and assembled for instructional purposes. This equipment will be maintained as training aids per paragraph 5–44. The maintenance standard is the condition of the equipment when—

(1) The equipment is fully mission capable.

(2) All faults are identified following prescribed intervals using the "items to be checked" column of the applicable TM 10 and 20–series PMCS table. Aviation faults are determined by using the aircraft preventive maintenance inspection system (PMIS) per TM 1–1500–328–23 and—

(a) Corrective actions that are authorized to be accomplished at unit level and for which the required parts are available are completed.

(b) Parts required to complete the corrective actions but which are not available are on valid funded requests.

(c) Corrective actions that are authorized to be accomplished at a maintenance level above the unit are on a valid DS maintenance request.

(3) Equipment services are performed within the scheduled service interval.

(4) All urgent and limited urgent MWOs are applied. Additionally, one–time safety–of–use messages and emergency safety–of–flight messages are applied to aircraft.

(5) All authorized BII and COEI are present and serviceable or on a valid funded request.

b. Proper use, care, handling, and conservation of materiel per applicable TMs or commercial manuals is mandatory.

c. A commissioned officer, warrant officer, or civilian equivalent qualified in maintenance will be appointed in writing at each level of command to provide staff supervision of materiel maintenance within the command. In MTOE units where there is only one commissioned or warrant officer, a qualified non–commissioned officer may be appointed.

d. Maintenance standing operating procedures (SOPs) will be established and maintained by all Army organizations and activities performing maintenance.

e. Maintenance support programs will be structured to meet materiel system readiness objectives as defined by AR 700–138.

f. Materiel maintenance management will be directed toward a weapon system and/or materiel end item.

g. The top design priorities in the development of new weapon and equipment end items are modular design and discard at failure instead of repair. These design features will minimize repair time and the need for additional special tools by allowing for simple fault diagnosis and component replacement.

h. Repair on site, whenever possible, using the lowest level maintenance activity that has the capability and authority to perform the work. Repair forward will minimize repair times by minimizing evacuation of materiel.

i. Maintenance will be performed by military personnel in areas forward of the corps rear boundary. Contractors/contracted maintenance will not normally be allowed for unit or DS levels of maintenance. It is Army policy that equipment issued to troops in TOE units will be maintained by soldiers at unit and DS levels. Exceptions to this policy will be approved by HQDA. Contractor maintenance personnel will not be permanently stationed forward of the corps rear boundary. Contractor maintenance personnel may travel forward of the corps rear boundary on a case–by–case basis as individual equipment failures occur to provide temporary on–site maintenance. Behind the corps rear boundary, in addition to military personnel, the use of civilian maintenance personnel (contract, TDA, local nationals, and so forth) may be acceptable as a prudent risk.

j. Limits on available time to repair at each level of maintenance drives the evacuation policy. Repair time guidelines contained in doctrinal publications must be used with caution. Repair/evacuation times, in turn, drive the placement of each task in the MAC and eventually the requirements for personnel, equipment, and overall force structure.

k. MACOMs have authority to authorize fabrication of repair parts and components that cannot be provided by the requester's required delivery date (RDD). The approving MACOM will provide

funds for this fabrication. This excludes components critical to flight safety.

l. Modification or alteration of Army materiel is forbidden, except as authorized by the Interim Operation Instructions (IOI) for Army Materiel Change Management (MCM).

m. HQDA (DALO–SM) will coordinate with the Office of the Secretary of Defense (OSD) and other military departments and services to develop common maintenance terminology and data for use in maintenance management documents.

n. The serial number assigned to an end item or component will not be changed, regardless of changes in configuration, without written approval by the item manager.

o. Line replacement units (LRUs) and printed circuit boards (PCBs) will be identified when removed from major end items or components of the end item. Procedures are in DA Pam 738–750 and DA Pam 738–751.

p. TMDE will be calibrated per DA TMDE calibration and repair support program. See AR 750–43 for detailed guidance.

q. Quality control must be fully integrated into maintenance operations to ensure—

(1) The identification of equipment faults.

(2) Compliance with repair procedures and equipment standards contained in the TMs and commercial publications.

r. Equipment that accumulates less than a specified number of miles/kilometers or hours in a one year period may have reduced services applied. Criteria and management of low usage equipment are defined in DA Pam 738–750.

s. The maintenance of supplies and equipment issued to USAR units and activities will be achieved by providing for—

(1) Maximum utilization of units in performance of their MTOE authorized missions.

(2) The use of AMSAs, the maintenance branch of the ECS when in the roll of support maintenance (unit/limited DS), and the ASF when in the roll of limited AVIM. This expanded mission will be authorized by the USARC (ATTN: AFRC–LGS–M) or by the CG, USARPAC, and is based upon available manpower, facilities, and/or resources. Parent MUSARCs are held accountable for excessive backlog (not to exceed 21 days of unit maintenance). Priority will be given to unit level maintenance when backlog exceeds 21 days. EMM will be approved by DALO–SMM and included in appendix B.

(3) Establishment by USARC of CONUS USAR maintenance support policies. Applicable commanders in chief (CINC) of OCONUS USARC units will establish maintenance support policies.

(4) Support agreements with other DOD activities and Government agencies.

3–2. Application of urgency of need designator (UND) to maintenance

The determination of the appropriate priority based on the UND will be in accordance with table 3–1.

a. UND A is used in assignment of maintenance priorities when—

(1) The unit/activity is unable to perform its assigned operational mission.

(2) Materiel to be repaired is MTOE equipment that is reportable under AR 220–1, and TDA equipment that is reportable under AR 700–138 and AR 18–25.

(3) The unit/activity is unable to perform assigned training missions.

(4) Repair of essential facilities of an industrial/production activity manufacturing, modifying, or maintaining mission–essential materiel is required.

(5) The materiel is an intensively managed or critical item.

b. UND B is used in assignment of maintenance priorities for repair of materiel when—

(1) The unit/activity's ability to perform its assigned operational mission is impaired. Without such materiel, the unit/activity may temporarily accomplish assigned missions, but at reduced effectiveness and efficiency below the level of acceptable readiness.

(2) The materiel is ERC–A or ERC–B materiel and is not DA Form 2406 (or DA Form 3266–1 (Army Missile Materiel Readiness Report) or DA Form 1352 (Army Aircraft Inventory Status and Flying Time)) reportable.

(3) USAR TDA maintenance activities are authorized to upgrade the UND when a not mission capable (NMC) deficiency is found. Only NMC parts are requisitioned when upgraded.

c. UND C is used in assignment of maintenance priorities for all other materiel not listed above.

d. Maintenance units/activities manage repair of materiel by maintenance priority designator and analysis of impact on unit readiness. The usual sequence of work will be to repair the oldest job within a priority first. However, analysis of unit materiel readiness may dictate re–sequencing of maintenance work. For example, two units of the same force/activity designator (FAD) each have a not mission capable tank on the same maintenance priority. One tank has been not mission capable for 30 days, but is not reducing the C–rating of the unit; the other tank has been not mission capable for 5 days, but is reducing the C–rating, priority should be given to the second tank.

e. As a general rule, repair parts requisition designators perpetuate the maintenance priority designator assigned on DA Form 2407. AR 725–50 describes in detail supply priority designators.

3–3. Maintenance of medical material

Maintenance policies, programs, and procedures unique to medical materiel are contained in AR 40–61, chapter 6.

3–4. Maintenance of consolidated express (CONEX) and military–owned demountable containers (MILVAN)

CONEX/MILVANs are maintained within the capability of the using unit or activity. Additional maintenance policies are contained in AR 750–2.

3–5. Maintenance of facilities engineering equipment

Maintenance policies and procedures unique to those non–type classified and nonstandard items of equipment utilized by DEH or DPW personnel to accomplish their installation's facilities engineering mission are contained in AR 420–18.

Section II
Rescinded

3–6. Rescinded

3–7. Rescinded

Section III
The Army Maintenance Structure

3–8. The Army maintenance system

a. The Army maintenance system, less aircraft, consists of four levels. They are unit, DS, GS, and depot levels. Aircraft maintenance consists of three levels: unit (AVUM), intermediate (AVIM) and depot.

b. The MAC is the primary tool for assigning tasks within the levels of the Army maintenance system. All new and revised MACs are coordinated with the proponent (TRADOC school), and submitted to HQDA (DALO–SMM) for final approval prior to publication. When directed by HQDA (DALO–SMM), AMC staffs the MAC with user MACOMs for comment.

3–9. Unit level maintenance

a. Unit maintenance is the first and most critical level of the Army maintenance system. It is the foundation of the maintenance system and requires continuous emphasis by all commanders. Commanders must establish a command climate that ensures that assigned equipment is maintained to the maintenance standard defined in paragraph 3–1 *a* above. Commanders are responsible for providing resources, assigning responsibility, and training their soldiers to achieve this standard.

b. The cornerstone of unit maintenance is the operator/crew performing PMCS from the applicable TM 10–series. The before and during PMCS checks concentrate on ensuring equipment is fully mission capable (FMC). Faults detected during before operations checks that make the equipment not FMC or violate a safety directive must be corrected before the mission. Faults detected during the mission affecting FMC must be corrected during the mission. Faults detected before or during the mission not affecting FMC may be corrected, if time permits, or recorded/reported for correction after the mission. After operations checks detect faults resulting from the mission and ensure the identification and correction of faults to maintain the equipment to the maintenance standard.

c. Unit mechanics will use the TM 10– and 20–series to identify and correct faults. The TM 20–series PMCS tables are used to perform scheduled PMCS services that sustain and extend the combat capable time of the equipment.

d. Maintenance operations normally assigned to unit maintenance include the following:

(1) Performance of PMCS.

(2) Inspections by sight and touch of external and other easily accessible components per the TM 10– and 20–series.

(3) Lubrication, cleaning, preserving (to include spot painting), tightening, replacement, and minor adjustments authorized by the MAC.

(4) Diagnosis and fault isolation as authorized by the MAC.

(5) Replacement of unserviceable parts, modules, and assemblies as authorized by the MAC.

(6) Requisition, receipt, storage, and issue of repair parts.

(7) Verification of faults and level of repair of unserviceable materiel prior to evacuation.

(8) Evacuation to the appropriate maintenance support activity of unserviceable reparables beyond the MAC authorization to correct/repair.

(9) Recovery or transportation of equipment to and from the supporting maintenance activity.

(10) Accomplishment of all tasks required by the AOAP.

(11) Materiel readiness reporting per AR 700–138.

e. Performance of unit level maintenance will be documented using the forms and records as described in DA Pam 738–750 and DA Pam 738–751. This information is used to assist commanders in establishing, monitoring, and evaluating their maintenance program. In addition to the regulatory guidance in this publication, doctrinal and technical guidance for unit level maintenance operations is found in DA Pam 750–35 and DA Pam 750–1.

f. OMSs in the ARNG will provide unit maintenance that is beyond the capabilities of owning units. Owning units will perform unit maintenance, to include scheduled services, within the constraints imposed by IDT and AT periods. Unit commanders will advise supporting OMS foremen of unit maintenance requirements that are beyond their unit's capability. OMSs will perform the following maintenance functions for surface equipment:

(1) Maintain liaison with supported unit commanders.

(2) Schedule maintenance services, when feasible, to coincide with quarterly and semiannual services.

(3) Service all equipment issued under warranty as specified in the manufacturer's service manual or materiel fielding plan.

(4) Maintain authorized repair parts and supplies.

(5) Furnish contact teams to perform unit maintenance and inspection, to include unit equipment located at high concentration training sites (HCTSs) or low concentration training sites (LCTSs) without a maintenance capability, when this procedure would be more economical than scheduling equipment into the shop.

(6) Provide backup unit maintenance that is beyond the capabilities of units using training sites. Provide administrative and operational control support for assigned unit assets to include readiness reporting to parent organizations.

(7) Perform DS maintenance when authorized by the SMM.

(8) Equipment evacuation. Equipment evacuation is handled as follows:

(a) Process and evacuate equipment to CSMS/MATES when required. Movement of this equipment will be supported by unit personnel.

(b) Movement of equipment to OMS requiring unit maintenance/repairs will be supported by unit personnel.

g. The operation and supervision of an organizational maintenance subshop (OMSS) is the responsibility of the parent OMS.

h. UTES, in the ARNG, is an activity authorized to perform in–storage unit maintenance and, when authorized by the SMM, limited DS maintenance. The UTES is under the control and supervision of the SMM. This activity will perform the following functions:

(1) Maintain and secure major items of equipment positioned at the UTES.

(2) Accomplish the required in–storage unit, and limited DS maintenance, on all organic and hand–receipted equipment positioned at the UTES.

(3) Maintain BII, COEI, and ITIA or an authorized, or additional, authorized list (AAL) required by each owning unit for all major items of equipment positioned at the UTES.

(4) Requisition, stock, maintain, and issue unit level class IX items in support of the equipment positioned at the UTES.

(5) Submit DA Form 2407 to the CSMS for all DS and GS maintenance requirements for organic and hand–receipted equipment positioned at the UTES. The UTES foreman or a formally designated representative will sign each DA Form 2407 submitted with a priority of 03 through 10.

(6) Prepare a DA Form 2406 for each unit positioning equipment at the UTES per AR 700–138.

(7) Ensure that complete TAMMS forms are submitted to the property book officer (PBO) and automatic data processing (ADP) activity.

i. The MATES is an ARNG TDA maintenance facility which, when collocated with a CSMS, provides full–time unit level support on ARNG equipment assigned to the site. When a MATES is not collocated with a CSMS, the MATES provides unit, DS, and GS level support to assigned equipment and units. The MATES provides support in the conduct of maintenance training. MATES operations are outlined in NGR 750–2.

j. USAR AMSAs have been established to perform unit level maintenance which is beyond the Army Reserve commander's capability or authorization to perform during scheduled training assemblies. Geographical support boundaries are assigned by the parent MUSARC with USARC final approval. The AMSAs are designated as AMSA (G) for ground support equipment, AMSA (W) for watercraft, or AMSA (G/W) for ground and watercraft.

k. ECSs have a maintenance branch with an area support mission and a storage branch for that equipment beyond the capability of the owning unit commander to store, maintain, or utilize at home station. Preference for storage location should be at unit's mobilization or annual training site to minimize transportation costs and time delays during mobilization.

l. Maintenance activities may be authorized by USARC to perform limited DS level maintenance.

3–10. DS maintenance

a. DS maintenance is characterized by—

(1) One–stop service to supported units.

(2) Highly mobile, weapon–system–oriented maintenance.

(3) Backup support to unit level maintenance.

b. Divisional maintenance units will support organic elements of the division. Attached units are required to coordinate with the parent units for support. Non–divisional maintenance units will provide support on an area basis and backup support to divisional DS units.

c. DS units may grant authority to supported units to perform the next higher level of repair if the supported unit has the capability and capacity to perform the repair.

d. Non–divisional DS maintenance units will be assigned installation maintenance missions to ensure unit mission capability is maintained. These assignments will be approved and monitored by the installation materiel maintenance officer (IMMO).

e. MTOE DS maintenance personnel may perform duties of TDA maintenance activities to maintain skills and update MOS training.

f. All MTOE DS maintenance units will be provided adequate capability for furnishing on–site technical advice and maintenance support.

g. DS maintenance personnel will perform technical inspections of Class II, VII, and IX materiel to determine serviceability and completeness.

h. DS units will be the primary reentry point for unserviceable reparable Class IX materiel to the supply support activity.

i. Operations assigned to DS units will normally include the following:

(1) Inspection of all items to–

(a) Verify serviceability of the item.

(b) Determine if unserviceable items were rendered unserviceable due to other than fair wear and tear (FWT). If negligence or willful misconduct is suspected, repair will not be made until a release statement is received per AR 735–5.

(c) Determine economic reparability.

(2) Repair of unserviceable economically reparable end items per MACs. These will be repaired and returned to the user.

(3) Repair of all economically reparable components when MAC F–coded level repair will return the items to a serviceable condition. These items will be repaired and returned to the requesting maintenance or supply activity.

(4) Provision of proactive materiel readiness and technical assistance of unit maintenance elements including—

(a) Visits to supported units on a regular basis.

(b) Advice to supported units in proper methods for performing maintenance and related logistics support.

(c) Coordination with supported units to perform technical inspection when requested.

(d) On–site assistance to supported units.

(5) Diagnosis and isolation of materiel or module malfunctions, adjustment, and alignment of modules that can be readily completed with assigned tools and TMDE.

(6) Performance of light body repair to include straightening, welding, sanding, and painting of skirts, fenders, body, and hull sections when required to stop corrosion or retain structural integrity.

(7) Evacuation of economically reparable end items to designated maintenance facilities when repair is beyond authorized capability or capacity. Evacuation and return after repair will be through maintenance channels.

(8) Evacuation of maintenance repair code D, H, and L economically reparable components to the supporting supply activity if repairs are beyond MAC F coded repairs.

(9) Evacuation of economically reparable components that can be returned to a serviceable condition using MAC F level repair to designated maintenance facilities when repair is beyond capability or capacity. Evacuation and return after repair will be through maintenance channels.

(10) Provide backup DS maintenance support to other DS units and request backup support from other DS and GS units as required.

(11) Fabrication as identified by the appropriate technical manual.

j. The ARNG CSMS will perform DS and GS maintenance on all Federal surface equipment. The CSMS is under the control and supervision of the SMM and provides DS and GS maintenance to—

(1) Equipment prepositioned at a collocated MATES and/or UTES.

(2) Backup support to non–collocated MATES.

(3) Supported OMSs.

(4) Any DOD agency when authorized by CNGB.

k. USAR TDA maintenance activities are authorized to perform limited DS maintenance as authorized by the USARC. The authorization is contingent upon availability of required resources and skilled personnel. An alternate DS activity within the geographic support area may be used when the activity backlog exceeds 21 days. If used, an ISA or contract may be required. DS components will be evacuated to the most cost effective location for repair or replacement.

3–11. GS maintenance

a. GS maintenance is characterized by—

(1) Commodity oriented repair of components and end items in support of the theater supply system.

(2) Backup maintenance support to DS units.

(3) Job shop/bay or production line operations with the capability to task organize to meet special mission requirements.

(4) Location at echelons above corps.

b. GS units may grant authority to supported units to perform the next higher level of repair if the supported unit has the capability and capacity to perform the repair.

c. Nondivisional GS maintenance units will be assigned installation maintenance missions to ensure unit mission capability is maintained. These assignments will be approved and monitored by the IMMO.

d. MTOE GS maintenance personnel may perform duties at TDA maintenance activities to maintain skills and update MOS training.

e. All MTOE GS maintenance units will be provided adequate capability for furnishing onsite technical advice and maintenance support.

f. GS maintenance personnel will perform technical inspections of Class II, VII, and IX materiel to determine serviceability and completeness.

g. Operations assigned to GS level will normally include the following:

(1) Diagnosis, isolation, and repair of faults within modules/components per MACs.

(2) Repair of selected LRUs and PCBs per the MACs.

(3) Performance of heavy body, hull, turret, and frame repair per the MACs.

(4) Area maintenance support, to include technical assistance and onsite maintenance as required or requested.

(5) Collection and classification of Class VII materiel (less aircraft, ammunition, missiles and medical materiel) for proper disposition.

(6) Operation of cannibalization points, when authorized by MACOM commanders (AR 710–2).

(7) Evacuation of unserviceable end items and components, through the appropriate supply support activity.

(8) Fabrication or manufacture of repair parts, assemblies, components, jigs, and fixtures when approved by the MACOM.

(9) Request for backup support as required.

3–12. TDA installation maintenance

a. IMMAs will perform DS and GS level maintenance. IMMAs will also perform unit level maintenance for units that do not have organic unit maintenance capability. Procedures for establishing, operating, transferring, or discontinuing IMMAs are in DA Pam 750–13. The list of approved IMMAs is in appendix B.

b. IMMAs will not be workloaded to the detriment of TOE units. This is to ensure that TOE DS and GS maintenance units maintain skill proficiencies and mission capabilities.

c. There is only one IMMA at an installation. IMMAs do not include—

(1) MTOE units.

(2) Area maintenance and supply facilities (AMSFs).

(3) Communications security (COMSEC) logistics support facility (CLSF).

(4) Regional maintenance training sites (RMTS).

(5) MATES operated by the ARNG.

(6) AMSAs and ECSs operated by the Army Reserve.

(7) Area maintenance facilities (AMFs) or AMSFs for air traffic control equipment.

d. Installation commanders will select the IMMO.

e. The IMMO will—

(1) Coordinate all Active Army maintenance resources within the installation's geographic support area except those managed by USAISC, INSCOM, TSG, and U.S. Army Medical Command.

(2) Review all installation maintenance activities on an annual basis to ensure continued effectiveness and economical support and recommend TDA maintenance consolidations, when required, through the chain of command.

f. Operations assigned to an IMMA will normally include the following:

(1) DS, GS, and AVIM support on a geographical area basis.

(2) Maintenance and issue of operational readiness float when the IMMA is assigned the mission.

(3) Operation of a cannibalization point.

(4) Maintenance technical assistance to supported units and activities.

(5) Maintenance of all materiel required to operate the installation.

g. IMMAs must be readily expandable to support mobilization workloads and maintenance requirements when MTOE units are displaced or inactivated.

h. Centralized maintenance production planning and control activities are established under the control of the IMMO.

i. The DS and GS maintenance workload requirements beyond the IMMA's capability or capacity will be done by other DS and GS activities in the geographical support area on a reimbursable basis. This workload may also be done by interservice support agreement (ISA) or contract. Contracts with commercial sources are administered per the FARs.

3–13. Specialized repair activity (SRA)

a. An SRA is an installation TDA activity or a GS level unit (including AVIM) that has been authorized by HQDA to perform specific maintenance repair code (MRC) "D" and "L" repairs. The SRA will be directly funded with customer level Operations and Maintenance, Army (O&MA) funds.

b. Installations, units, or activities will prepare requests for SRA approval in the format at figure 3–1. The requests will be forwarded directly to the MSC identified by the AMDF source of supply code. Information copies of the requests will be forwarded to–

(1) HQAMC (Commander, U.S. Army Materiel Command, ATTN: AMCLG–MI, 5001 Eisenhower Avenue, Alexandria, VA 22333–0001).

(2) USALEA (Commander, U.S. Army Logistics Evaluation Agency, ATTN: LOEA–OS, New Cumberland, PA 17070–5007).

(3) The requesting installation, unit, or activity's MACOM headquarters.

c. SRA requests that require certification by the approving AMC Commodity Command will maximize the use of local expertise, such as Logistics Assistance Representatives or other National Maintenance Point personnel, to validate the SRA request. If this cannot be accomplished by local expertise or telephonically between personnel of the certifying and requesting activities, the cost of TDY associated with the certification will be borne by the requestor. All such costs will be included in the economic analysis performed on the SRA request. Prior to initiating the SRA approval requests, Installations are urged to contact the Logistics Support Agency (DSN 645–9961) for estimated costs of any associated TDY.

d. MSC recommended disapprovals will be forwarded to the HQAMC for in–depth evaluation and approval, or endorsements to USALEA. USALEA will evaluate the request and recommend final action to HQDA (DALO–SM). HQDA is the final disapproval authority.

e. Installations, units, or activities with SRA approvals are required to report to USALEA the total number of SRA repairs and actual repair costs for each authorized NSN for each fiscal year. The reports are to be received at USALEA not later than 1 December each year.

f. HQAMC will—

(1) Develop an automated system to—

(a) Provide uniform guidance to all MSCs for evaluating SRA requests.

(b) Determine the amount of depot workload offset by SRAs, with emphasis being given to maintaining the economic stability of SFDLR item cost to the customer and minimizing the impact on the DBOF repair rate structure.

(c) Generate any required reports.

(2) Provide a monthly report to HQDA (DALO–SMM) and USALEA detailing, by MSC and requestor, the number of requests approved, and the number of requests over 45 days old, to include status of actions being taken to clear the requests.

(3) Initiate action to evaluate the extensions of authorized SRAs 60 days prior to the expiration date of the SRA authority.

g. USALEA will—

(1) Act as the independent evaluator for ODCSLOG to perform evaluations of approved SRA actions, as well as recommendations for SRA request disapproval that will be forwarded from HQAMC.

(2) Evaluate the yearly SRA production data reports and provide findings to HQDA (DALO–SMM).

3–14. Depot level maintenance

a. Detailed policy and guidance for depot level maintenance is located in AR 750–2.

b. Depot level maintenance will support both the combat forces and the Army supply system as shown below:

(1) Depot level maintenance will provide technical support and backup to DS and GS maintenance units. A joint decision is required between the theater Army (TA) commander, and CG, AMC to determine the relationship of AMC supply and maintenance activities with the theater commander in peacetime.

(2) In wartime, the theater commander assumes control of depot level maintenance operations in the theater of operations.

(3) Depot level maintenance provides combat ready materiel to the Army supply system.

c. Depot level maintenance will normally be performed by TDA industrial–type activities operated by the Army. Depot level maintenance may also be performed by contract, ISA, and interdepartmental or interagency agreement.

d. Depot level repairs may be authorized, in writing, for the next lower level of maintenance. This is a one–time, non–recurring authorization and is based on the lower level's capability and capacity. The responsible NMP will grant the authorization. The cost is direct funded by the requesting MACOM.

e. A forward repair activity (FRA) is an AMC resourced, directed, and controlled activity, operated by contractor or organic personnel, which provides depot level support forward of the depot. Where possible, FRAs will provide support for multiple weapon systems or commodities. The policies for depot reparable accountability (turn–in and requisition, and Defense Business Operating Fund–Supply and Maintenance Army (DBOF–SMA)) apply to FRAs.

3–15. Authorization for ARNG maintenance facilities

a. Requests to establish surface maintenance facilities will be submitted to Headquarters, National Guard Bureau, ATTN: NGB–ARL–M, 111 South George Mason Dr., Arlington, VA 22204–1382, for approval. Requests to establish Army aviation activities will be in accordance with NGR 95–1 and submitted to Headquarters, National Guard Bureau, ATTN: NGB–AVN, WASH DC 22310 for approval.

b. These requests will include the following information:

(1) List of units by TOE, authorized and on–hand equipment density to be supported, and the MTOE/TDA maintenance capabilities of the designated parent unit.

(2) How the facilities are acquired, leased or licensed, and the estimated cost.

(3) The annual cost, if the facility is leased.

(4) Renovation and/or rehabilitation costs that are required before occupancy.

(5) Estimated annual operations and maintenance cost of proposed facility.

(6) Effect that relocation will have on technician work force.

c. Upon approval of a maintenance facility request, the State adjutant general will publish a change to the State equipment maintenance support plan.

d. NGB Pam 570–1 prescribes the manning criteria for maintenance activities.

e. Criteria for construction of maintenance facilities is prescribed in NGR 415–10.

3–16. Designation of parent units in the ARNG

a. The parent unit of a CSMS or support MATES is an ARNG MTOE unit that possesses a DS or GS maintenance capability. When the State troop structure does not provide a unit with the required MTOE maintenance capability, authority will be requested from the CNGB to modify the TDA to reflect the necessary maintenance capability. Where partial mobilization would have an adverse impact on the State, the adjutant general may request an exception to this policy from the CNGB.

b. The parent unit of an Army aviation activity is the ARNG MTOE unit supported by the facility with the greatest aviation maintenance capability. NGB–AVN has determined total equipment requirements for Army aviation activities based on assigned missions. TDAs have been established which represent differences between equipment authorizations of the parent unit and equipment required to perform assigned missions.

c. Requests to establish an OMS/UTES will include the following factors:

(1) Support to a minimum of three MTOE company–size units, or an equipment density of 3 workdays. A request to establish an OMS/UTES to support less than three units will include complete justification for the requirements and specify why the units cannot be dependent upon existing facilities for support.

(2) Density and type of equipment to be supported.

(3) Availability of facilities and additional facilities required.

(4) Geographic location of proposed site for the facility in relation to units to be supported. Unit integrity is the primary consideration, but it is not intended that every battalion–size organization be supported by a separate OMS. The maintenance support plan can be developed to require dependent units to be supported by the OMS nearest the equipment requiring the maintenance support.

(5) The parent unit should be an MTOE unit having a unit maintenance capability; that is, battalion maintenance platoon, battalion maintenance section, or the maintenance sections of a separate company. If this is impractical, authority may be requested from the CNGB to assign another activity as parent unit. Unit maintenance tools and equipment, which are not available in the approved TOE of the parent unit or other units supported by the OMS, will be requested for inclusion on the State Area Command (STARC) TDA.

(6) The OMS should be located at, or near, the parent unit armory.

d. Upon approval by the CNGB, a State may be authorized an OMSS as follows:

(1) Authorization may be made for the specific purposes of supplementing available shop space of a parent OMS or a subshop may be requested for NGB consideration when a unit is located an appreciable distance from the parent OMS.

(2) OMSSs will be designated with the parent OMS number and an alphabetic suffix, that is, the first subshop of OMS 3 will be designated 3A.

e. Each State, the District of Columbia, Puerto Rico, Guam and the Virgin Islands, will prepare and maintain a current State surface equipment maintenance support plan (RCS 12). An annual update of this plan for surface equipment must be furnished to Headquarters, National Guard Bureau, ATTN: NGB–ARL–M, 111 South George Mason Dr., Arlington, VA 22204–1382. The plan will be submitted in January or as significant changes occur. This plan must include—

(1) An official State highway map with an overlay showing the location of all maintenance facilities and supported units.

(2) A complete maintenance support plan reflecting all maintenance facilities and supported units is shown in table 3–2.

Table 3–1
Destination of maintenance priority designators

FAD\UND	A	B	C
I	01	04	11
II	02	05	12
III	03	06	13
IV	07	09	14
V	08	10	15

Notes:

1. FAD: Force Activity Designator.
2. UND: Urgency of Need Designator.

Table 3–2
ARNG Maintainance Support Plan sample format

Type of facility	
Facility	S05
City	Fairbanks
State	Alaska
State code	02
Shop condition [1]	A
Number of workdays	2
Authorized No. of tech	5
On board No. of tech	5
Support unit information	00

UIC	Unit Name	MTOE	DODAAC	City	Mileage
WVB2B0	B(–)/5/297Inf7	20–500H	WC1RYE	Fairbanks collocated	

Legend: [1] Condition codes
A—adequate
B—renovation or modification required
C—expansion (C, Sq ft) only code with 8 characters)
D—nonexistent

(Prepared by submitting activity)

1. UIC of requesting activity/unit:

2. NSN of item:

3. AMDF source of supply code (B14, B16, etc.):

4. Nomenclature:

5. End item application (End item code):

6. AMDF maintenance repair code (D or L):

7. Repair of NSN: Total or partial (circle one). If partial, which depot level tasks are proposed to be performed by the SRA?

8. Skills, tools, TMDE, facilities, and publications on hand at the requesting unit (if needed, add a continuation sheet):
   a. Skills (including certification for MIL–STD–2000 soldering):
   b. Tools/equipment (state if required or on hand):
   c. TMDE/TPS (state if required or on hand):
   d. Facukutues (state if required or on hand):
   e. Publications:

9. Yearly number of items to be repaired:

10. Time limit of SRA (3 years max, AV normally 1 year):

11. Cost benefit analysis:
   a. Buy costs: AMDF price less turn–in credit:

   b. Local repair costs:
      (1) Direct labor hours (X rate)
      (2) Indirect labor hours (X rate)
      (3) Average parts cost (total per repair)
      (4) Overhead costs (hours X rate)
   c. Unit savings (a – b):
   d. One–time start–up costs which are non–recurring, including facilitization. Amortize against items 9 and 11c above):
   e. Total estimated savings (11c X 9 X 10)

Instructions keyed to numbers on format:

1. Self–explanatory.

2. NSN of the component to be repaired.

3. Self–explanatory.

4. From the AMDF.

5. List all codes if item has multiple end item applications.

6. From the AMDF.

7. Circle either partial or total. If only partial repair is requested, be specific in description, such as “replace top seal”. This is particularly critical in aircraft components where repair of the whole item is seldom authorized.

8. a. Skills. Be specific. Special skills, such as special soldering, may need to be certified prior to authorization of an SRA. State if certified for a previously approved SRA.

b. Tools/equipment. Be specific. Some requirements may not be known; approvals may be conditioned on obtaining the capability required but not on hand.

c. Same as 8.b.

d. Same as 8.b.

e. Same as 8.b.

9. This is very important as it may impact on the annual depot program for the item and the amortization of one–time costs indicated in item 11.d.

10. The maximum authorization is 3 years. Aviation items are normally limited to 1 year due to safety of flight considerations. Ask for what you need, but no more than 3 years.

11. The cost factors involved are self explanatory. Use the best possible estimate of indirect labor hours. You may amortize the one–time start up costs over several years if necessary to demonstrate your point; however, only the number of years requested which are greater than the number of years used for amortization may be used in 11e. Be sure to show the number of years clearly.

Figure 3-1. Format for a Request for SRA Authority